

**CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE  
SPECIAL MEETING**

Thursday, September 24, 2020

1<sup>st</sup> Floor Meeting Room

Bristol City Hall

111 North Main Street

Bristol, CT 06010

Link to virtual meeting: <https://global.gotomeeting.com/join/975551501>

**you can also dial in using your phone**

United States: [+1 \(646\) 749-3122](tel:+16467493122)

**Access Code:** 975-551-501

This meeting was recorded.

The meeting was called to order by Ann Marie Heering, Chair at 10:12 a.m.

Members present in person: Ann Marie Heering, Tom DeNoto, Shawna Baron, Mary Huda & Lucy Hussman

Guest present in person: Tim Hutvagner

Member present virtually: Rochelle Lambert, Clerk

Members absent: Dave Dietsch & Jennifer Gauthier, OPM Rep.

**PUBLIC COMMENTS**

None.

**SECRETARY'S REPORT**

Mary Huda made a motion to approve the minutes of the September 9, 2020 Special Meeting. The motion was seconded by Shawna Baron. The motion passed.

**REQUEST FOR RECERTIFICATION CREDITS**

The Connecticut Chapter of IAAO and CAAO requested approval of 4 hours of recertification credits for an educational event that is being held on October 7, 2020 at Churchill Park in Newington, CT. Shawna Baron made a motion to approve this request. The motion was seconded by Tom DeNoto. The motion passed. Ann Marie Heering recused herself from the discussion and vote.

**2020 CCMA RECERTIFICATIONS**

CCMA I – 1 Recertification Applicant

Tom Molloy, approved - application payment was received

Tom DeNoto made a motion to approved the applicant listed above for CCMA I Recertification.

The motion was seconded by Mary Huda. The motion passed unanimously.

Tim Hutvagner left the meeting at 10:20 a.m.

**GRADING CCMA EXAMS**

The CCMA I & II Exams were administered on Wednesday, September 23, 2020 at the South Windsor Town Hall. A total of 6 individuals sat for the exam.

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The exams were corrected by the CCMA Committee Members at this meeting.

Mary Huda made a motion to go into executive session at 10:21 a.m. to grade the exams. The motion was seconded by Tom DeNoto. The motion passed unanimously. Rochelle Lambert was invited to the executive session as Clerk of the CCMA Committee.

The executive session ended at 12:50 p.m.

The following are the results from grading the exams.

There were 4 CCMA I applicants approved to take the exam and 4 individuals sat for the exam.

### CCMA I Examination

one – passed  
three – failed

The following individual passed the CCMA I Exam:  
Laura Plona

There were 2 CCMA II applicants approved to take the exam and 2 individuals sat for the exam.

### CCMA II Examination

two – failed

### CCMA EXAM - Two Time Failures

As per the State Regulations, when a person fails a CCMA Exam for the second time, the CCMA Committee will determine which courses must be retaken before being approved for entrance to a subsequent exam. Following the second failure of the exam, the test results will be analyzed with each exam question being assigned to a CCMA course. If an individual scores below 60% on the portion of the exam assigned to a course then they will be required to retake that course or an equivalent course that has been approved by the committee. After meeting those requirements, the individual may apply to retake the CCMA Exam. If an individual fails the CCMA Exam a third time or more, the CCMA Committee will not provide any requirements to retake the exam. An individual may contact the committee chairperson for an exam score breakdown.

The exam results for the following individuals were reviewed to determine the course requirements that must be satisfied before they are eligible to re-apply to take the exam.

### CCMA I Exam

Bridget Boucher is **required** to retake CCMA Courses IB, IIA & IV and it is recommended that she retake IA & IIB.

Darcel Peters is **required** to retake IIB & IV and it is recommended that she retake IB.

Gordon Williams is **required** to retake IA, IB, IIA & IIB.

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CCMA II Exam

Beverlie Brooks is **required** to retake CCMA Courses IIA, IIB & III and it is recommended that she retake IB.

Karen Vaiciulis is **required** to retake CCMA Courses IIB , III & IV and it is recommended that she retake IA & IB.

**The next meeting is scheduled for Thursday, October 8, 2020 at 1:00 p.m. and will be held at the Bristol City Hall.**

The meeting adjourned at 12:51 p.m.

Respectfully submitted,

Lucy Hussman